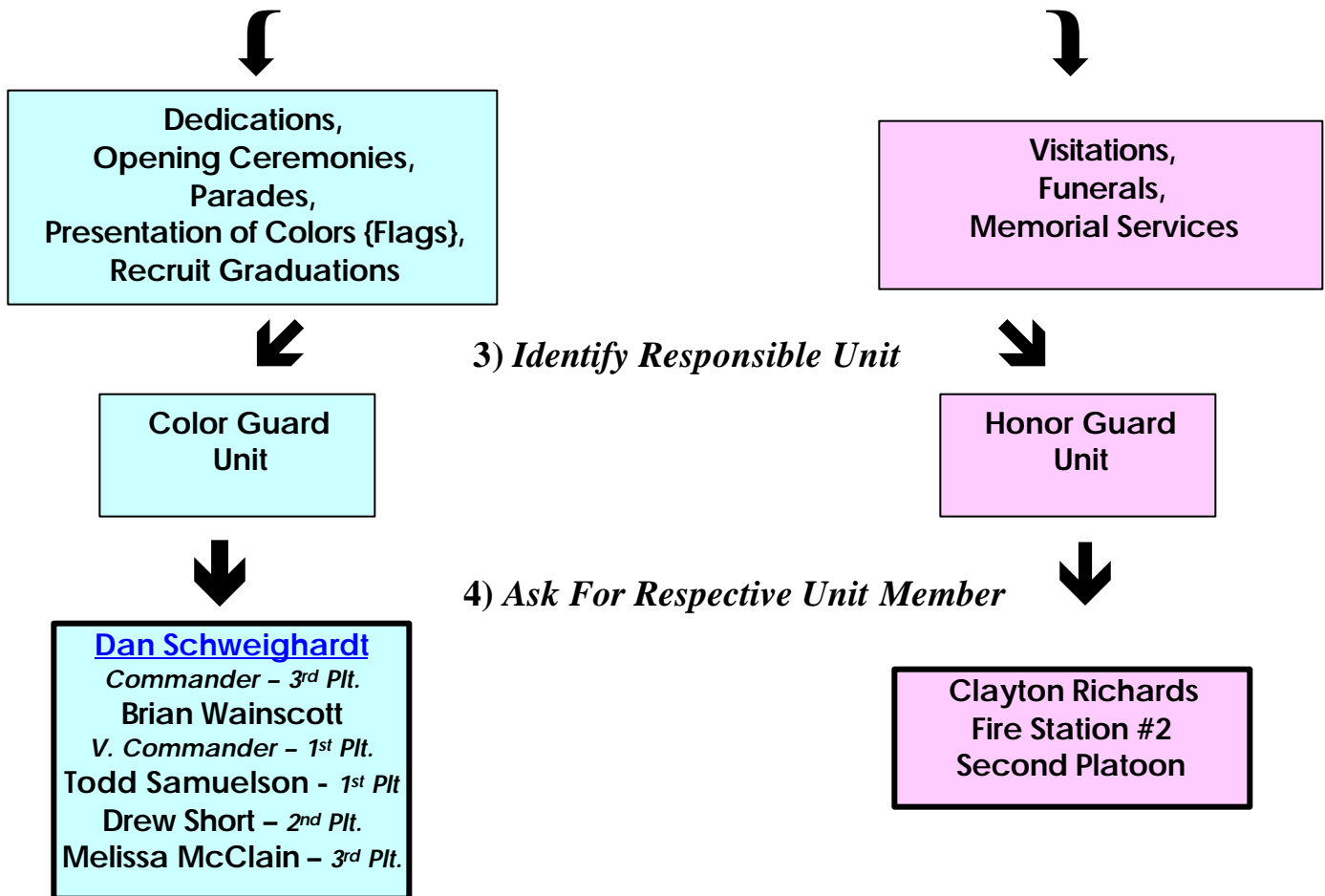


NOTIFICATION and ASSIGNMENT OF REQUESTED EVENTS

Below is how we determine whether you are requesting an Honor Guard or a Color Guard detail. It will help if you follow the same decision tree, then click [Dan Schweighardt's](#) email link before sending your request. Be sure to include your name (or other contact information) the date and type of event you are requesting our help with. Lt. Schweighardt will then forward your request to the folks who can best get the job done. Thanks for thinking of us!

1) *LFD Personnel are notified of event*
(Necessary information is obtained)

2) Check for 'TYPE OF EVENT'



5) Requested Unit Member then proceeds on with notification of other members